



# CONCORDIA

LUTHERAN HIGH SCHOOL

## Bring Your Own Device (BYOD) Policy

Concordia Lutheran High School has a Bring Your Own Device (BYOD) policy. All students are required to supply a personal device for educational use in and out of the classroom. The devices will be student owned and a required classroom supply.

### **What is BYOD?**

The Concordia BYOD Program gives freedom to the student and their family to tailor their choice of technology to their own budget and educational needs. This program will be facilitated between student and school in accordance to BYOD Policy and Acceptable Use Agreement.

Bring Your Own device (BYOD) allows students to bring their own devices into the classrooms to support improving student learning outcomes. BYOD allows the students greater access to tools that may help them in learning throughout lessons. While the purpose of BYOD is not to transform lessons, it will aid in giving students greater and more immediate access to online and productivity tools that they may already be using with their phones, classroom iPads, chrome books and laptops in the classroom. The use of BYOD in the classroom is to support the student in enhancing his/her own learning outcomes while allowing potential opportunities for differentiation for learning within classrooms. Like any technology integration into the classroom, the incorporation of BYOD is a tool to enhance a more student driven, creative and collaborative classroom environment.

### **Educational Use**

Student devices will be used to access resources, complete assignments, create presentations, work collaboratively and for personal organization and management. Educational activities may include researching information, producing documents, analyzing data, producing videos, taking notes, creating blogs or using digital texts. The use and frequency of the device is at the sole discretion of the teacher.

### **Safe and Secure**

To maintain a safe and secure learning environment, a filtered internet connection is provided for students through the Concordia Student Network. Students will not be permitted to use a personal broadband connection such as hot spots or personal 3G/4G networks. Students will only be able to use their device under the direct supervision of their teacher. Any unauthorized use can result in the device being confiscated, searched and privileges revoked.

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### **Device Requirements:**

The device must meet all requirements listed under Device Requirements. This includes meeting any physical device characteristics as well as listed software installments. Other devices not specified in accordance to the listed requirements are not permitted in the BYOD Program. In past years, CLHS has allowed the use of cell phones, net books and iPads as an option of BYOD so why laptops? Laptops possess the ability of the power of most desktops but with portability. The incorporation of digital textbooks is an ongoing trend for both High School and College classes that may soon be a reality at CLHS.

- \* Minimum 4GB RAM, 8GB RAM recommended (expandable memory slot suggested based on personal preference)
- \* Operating System: Windows 7, 10 or higher, or MacOSx10.10 or higher, iOS 9 or higher (Not supported: distributions of Linux)
- \* Minimum Screen size: 11 inches
- \* Storage Capacity: 128Gb or more
- \* Webcam, keyboard, USB port (multiple suggested), headphone port, built in microphone
- \* Maximum Device Age: 2 years
- \* Minimum Battery Life: 7 Hours
- \* Personal Gaming devices are not allowed under the CLHS BYOD program
- \* No wireless 802.11B (should be N,G,Z)
- \* Suggested: virus protection
- \* CD-RW/ DVD-R not required

+These minimum specifications are used to best support the student's personal device on the CLHS Student Network.

### **Care and security of Personal devices**

Students are solely responsible for the care and maintenance of their devices. Part of being prepared for class will mean bringing a computer that is fully charged every day. Similar to other personally owned items, CLHS is not liable for loss, damage, misuse and/or theft.

### **Student Device Care and Security**

- + The security of a student owned device is the responsibility of the student at all times.
- + Most devices come with a one year warranty (generally with an option to purchase a 3 year warranty). Please note that most warranties usually only cover the hardware and not damage to the device. Warranty and Insurance options are the sole responsibility and choice of the consumer.
- + Portable devices should be protected by a username and password that is undisclosed to other students.
- + Student should keep their portable device in a protective case in a protective bag.
- + Devices should be kept with the student at all times unless locked in a locker. Devices should never be left in cars.

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### **Saving and Backup**

All Students are responsible for their own data as well as any backups at all times. This may be accomplished through USB, SD card slots, external hard drives or 'cloud based' services. All students have been equipped with a CLHS Google account that allows for unlimited storage through Google Drive.

### **Student Network**

Students are to connect their device to the designated wireless network only. Students are not to connect their device to other wired, wireless or cellular networks while at school.

### **Printing from personal devices**

Printing from personal devices to the Library printer will be available. Because students will have access to Google Drive, printing from a school computer will not require the need to purchase any USB or SD devices to transfer data.

### **Acceptable Use Policy (AUP):**

Students and parents/guardians will sign an Acceptable Use Policy Agreement document at the beginning of each school year.

### **F.A.Q.**

#### ***1. Will the school be offering a purchasing program?***

The school will not be offering a purchasing program. This allows the parent and student to best decide what works best within their own needs/ budget.

#### ***2. Do I have to purchase a new device?***

No, if your device already meets the minimum specifications (no more than 2 years old), your son/ daughter may use it as their BYOD device.

#### ***3. Why can't my son/ daughter use their smartphone as a device?***

While smartphones are wonderful for taking photos or video, communicating and many short internet searches, the size of the screen makes it unsuitable as a serious tool for learning, and the ability to complete lengthy documents is very limited.

#### ***4. What about software and Apps?***

The school is using Google Apps, which includes email, documents, calendars, communications, as well as cloud-based storage for access anytime, anywhere. There are also many free apps and programs that students will be able to use to support aspects of their learning.

#### ***5. Can my son/ daughter install personal software on the device?***

Yes. It is a student-owned device, but software used at school must be fit for purpose.

#### ***6. Will the device be needed every day?***

It may be used in some classes every day / every period, and it may be used in some classes on a less frequent basis. Some subjects lend themselves to using a device better than others.

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